



Invitation to Bid HNS 25-7

NOTE: Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.

Documents included in Package:

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

Bid Walk & Bid Opening:

Project Address: 908 Ranch Road, Charlotte, NC Lead Safe Program	
Bid Walk: 10/16/24 @ 10:00am	
Bid Opening: 10/23/24 @ 2:00pm	
Project Manager: Daniel Edwards	Contact Number: 980-214-4133

Bid Walk and Bidding Instructions:

All bid walks are mandatory.

If you are going to be late the policy is the following:

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you, and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at **980-214-4133**

Bids must be received by the date, time and place specified. All others will be considered nonresponsive and disqualified.



The Bids will be opened at 600 East Trade St. immediately following the above due date and time.

Company Acknowledgement:	
The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at <u>908 Ranch Road Charlotte, NC 28208</u> to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money: <i>All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:</i>	
Dollars (\$ _____)	
<i>Written total</i>	
Specs Dated: 9/25/2024	Number of Pages: 2-page lead scope, 1 floor plan
Addenda # 1 Dated:	Number of Pages:
Addenda # 2 Dated:	Number of Pages:
Project Schedule: <i>Minimum Start Date</i> -	
Completion Deadline:	

<i>Please Print and Sign:</i>	
Company Name/Firm:	
Authorized Representative Name:	
Signature:	Date:



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES



Requirements For Bidders

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

Daniel Edwards
Rehabilitation Specialist
City of Charlotte
Neighborhood and Business Services
600 E. Trade St.
Charlotte, NC 28202
PH: 9 8 0 - 2 1 4 - 4 4 1 3
Daniel.edwards@charlottenc.gov



Instructions to Bidders

Explanations to Bidders

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

Preparation of Bids

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

Submittal of Bids

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative



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- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
 - Scope of Work
 - Addenda Acknowledgement
 - Itemized Work Sheet
 - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

Scope of Work for Lead Hazard Control

908 Ranch Road

Date 9/3/24

All work described must be performed by a North Carolina state certified lead firm and a state lead permit is required. All work must comply with all applicable federal, state, and local regulations. Provide a separate price for each line item and add the total of line items at the end of the scope. Transfer the lead scope total to the lead control line item in the main scope of work.

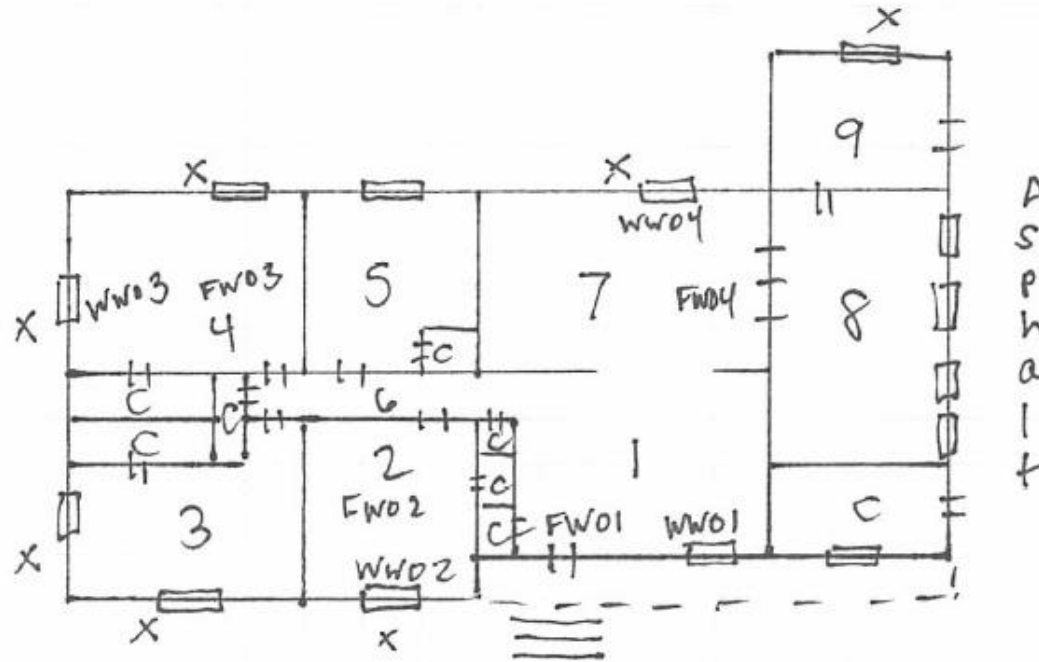
	Method of Control and Scope of Work	Number	Unit Cost	Line Item Cost
Exterior				
	<p>The contractor is responsible for all project requirements, including but not limited to:</p> <p>All activities required by the City's COVID-19 Precautions for Residential Housing Rehabilitation Activities policy.</p> <p>Obtaining all permits required. Said permits shall include all items in this scope of work.</p> <p>Provide temporary toilet facilities from job start until the completion of work.</p> <p>Provide AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpsters and repair any evidence of the dumpster use.</p> <p>Contractor may haul debris away daily using dump trailers or trucks.</p>			

Side A through Side D – white and gray wood fascias, soffits and crown moldings (Note: some of the fascia boards have been randomly replaced with wood which is not coated with lead-based paint)	Replace rotted wood and cover with Tyvek and aluminum or vinyl.			
Side A, Side B and Side D – light brown and black wood attic air vents and frames	Scrape loose paint and re-paint.			
Side A through Side D – white wood and metal window lintels	Scrape loose paint and re-paint.			
Side A Entry – light brown wood ceiling, crown moldings, ceiling support beams and trim boards	Scrape loose paint and re-paint.			

Total Bid for Lead Scope \$_____

SIDE C

SIDE B



SIDE D

Legend

-  = Window
-  = Door
- X = Soil Sample Location

SIDE A

NOT TO SCALE